



Hillsboro Parks and Recreation Commission Minutes
Regular Session

June 13, 2017 7:00 a.m.
Hillsboro Parks and Recreation Office

The Hillsboro Parks and Recreation Commission met in regular session. Present were Parks and Recreation Commissioners Gwynne Pitts, Ken Phelan, Lynn Scheller, Marilynn Helzerman, Eddie Bolaños, and Jon- Michael Kowertz; City staff Dave Miletich, Jeroen Kok, Mary Loftin, Ken Pipher, Maria Davila Bores, Lori Prince, Laurie DeVos, Paula Rose, Chuck Heisler, Jose Martinez, and Karen Edwards; Mimi Doukas, Landscape Architect, AKS Engineering

Commission Chair Pitts called the meeting to order.

Citizen Communication: None

Minutes:

Motion was made by Helzerman and seconded by Scheller to approve the minutes of the Regular Meeting on May 9, 2017 as written. The motion was approved unanimously.

Reports/Presentations:

Community Center at 53rd Update: Miletich met with Facilities staff and the Director of Public Works, Tom Arnold, to discuss the RFP bid release for the Architecture and Design contract in June. The selection will be made in July.

Director/Manager Update: Miletich inquired which commissioners will be attending the Hops opening game and dinner and the August 1 All-Star game and dinner. A Chief Kno-Tah keychain remembrance was given to each commissioner. The Jerry Wiley Plaza at Orenco Station was dedicated on Sunday, June 11, 2017. The Naming Rights policy is in progress and will also include gifts and memorials. A date for the 2nd Annual Paddle Trip will be set in July. Morgan stated the Senior Center renovation project is near completion. The kitchen update, new flooring, paint and the AV system are completed. The new gift shop will open soon. An open house will be scheduled in August. An endowment has been established for senior program planning. Remodeling of the exterior will begin later this year.

Miletich presented awards to:

- Jose Martinez for assisting with a tree planting project in Shute Park and for consistent, dedicated service to the City.
- Paula Rose and Chuck Heisler for leading the Supported Employment Program and writing the policies and procedures. This program is generating regional interest from other agencies.
- Laurie DeVos for her skills as project manager for the Orenco Woods Nature Park. This project had many complicated issues and DeVos led with quiet and effective influence.

Old Business:

The commission considered adopting the ADA Transition Plan. Davila Bores amended the advisory committee and grievance procedures to the draft. Motion was made by Phelan and seconded by Scheller to adopt the plan. The motion passed unanimously.

Consideration to adopt the CIP Plan was postponed until after the executive session

New Business:

Consideration was given to forwarding a recommendation to City Council to approve an IGA with Clean Water Services. Prince stated this IGA has been vetted through the city attorney. The Oak Island Marsh project construction bids have been submitted and a company will be selected in July. The construction will be completed in September to start planting the area. Motion was made by Helzerman and seconded by Bolaños to forward the recommendation for approval to City Council. The motion passed unanimously.

The Commission considered approving the master plans for two South Hillsboro Neighborhood Parks. DeVos introduced Mimi Doukas, landscape architect, and they presented the design plan for a park in Rosedale Parks. This design includes walking trails, restroom building, picnic shelter, playground, and open lawn area with nature play elements. It also includes a small area that can be used to teach nature classes by Rosedale Elementary School, which adjoins this park. Commissioner Kowertz inquired about Maintenance issues. DeVos responded that only a maintenance truck pull-out will be located in this park. A possible Maintenance garage will be located in the South Hillsboro Community Park design. Public Art may also be incorporated.

DeVos continued with the Butternut Creek area design for a neighborhood park which includes the BPA corridor. The amenities include a central lawn area, two shelters, splash pad, restroom building, maintenance truck pull-out, and basketball court. The BPA corridor portion includes a regional trail, fitness stations, bike skills course, one-acre dog park, and pickle ball courts. These amenities need to be approved by the BPA. There will also be a pedestrian activated crosswalk located at the intersection. Other issues discussed were youth fitness, trees, phasing-in amenities and the community park will be located adjacent to a future elementary school. Motion was made by Bolaños and seconded by Helzerman to approve the master plans for both parks. The motion passed unanimously.

Consideration was given to forwarding a recommendation to City Council to execute an updated IGA with the Hillsboro School District 1J. Morgan gave a presentation and informed the commissioners that the IGA was formalized in 2007. It includes shared facilities, prioritizes uses, builds relationships and is a catalyst for future planning. The shared amenities include 42 fields and school buildings for an average of 13,000 hours per year. Motion was made by Phelan and seconded by Scheller to forward the recommendation to City Council to execute the IGA. The motion passed unanimously.

Commissioner Helzerman moved and Commissioner Bolaños seconded a motion to move the meeting to Executive Session at 8:12am. The motion passed unanimously.

The Regular Session meeting was reconvened at 8:42 am.

The Commission considered adopting the CIP Plan. Kok stated the SDC fees collected are higher than planned so the projects are better funded than expected. An additional acquisition has been added to the plan. Motion was made by Helzerman and seconded by Scheller to adopt the CIP Plan. The motion passed unanimously.

Information Items:

SHARC Fest, June 25

Showtime at Shute begins July 6

Celebrate Hillsboro, July 15

There being no other business, Commission Chair Pitts adjourned the meeting.

ATTEST: _____

Chair